

Brookfield Heights Homeowners' Association Board Meeting Minutes

August 6, 2024

Comfort Suites Meeting Room, 31 Frontage Road

Board Attendees: Ed Butler, Sharon Byrd, Jo Ellen Horton, Matt Curtis, and Angie Curtis

Absent: Angela Felkey and Kim Carlson

Homeowners in Attendance: Randy Rottler

Meeting called to order at 6:37 by Ed Butler

Reading of Minutes: Minutes presented from the July 2024 meeting. Matt motioned and Jo Ellen seconded to approve minutes as presented. Motion passed.

Treasurer's Report:

Sharon presented the Treasurer's Report. Balance for checking account has \$37,875.75 and money market account has \$60,547.61. There were no expenses for the month of July. An invoice for \$118.74 was received on August 1st to start legal proceedings to collect from a homeowner. All other dues have been collected.

Matt motioned to accept July 2024 treasurer's report as presented and Jo Ellen seconded. Motion passed.

Report of Officers

Presidents' Report: Nothing to report.

Treasurer's Report: Nothing additional to report.

Secretary's Report: Not in attendance/nothing to report.

Report of Committees

Activities Committee:

FFF - Had meeting for Fall Family Festival on July the 20th at Faith – no attendees. Next meeting set August the 12th. If we do not get a significant number of volunteers, it will have

to be cancelled for this year. Discussion ensued on changing meeting of location to inside neighborhood.

Blood Drive – event cancelled due to lack of interest, but Jo Ellen was contacted since America is nearly depleted of blood supply. Donors can get a \$20 Amazon gift card so Jo Ellen will post locations on Facebook to encourage people to donate at other locations.

Recycle Saturday – sign out front. Famous Franks and Mr. Ice Cream both confirmed. Still working on gypsy Joe Coffee. Eco Shred will be \$10 a box. Sending recycling containers with doors to prevent unrecyclable items. Will post rules on Facebook so everybody will know what's allowed and what isn't allowed. Still working on Habitat Restore because they used to come and they would take you know like old chandeliers, old plumbing fixtures, furniture, etc ... Another thrift store was recommended, Millie's Thrift Store, if Habitat did not want to come

Annual Meeting - sign ordered and rooms reserved.

Infractions Committee:

Trailer parked on the street. Discussed with homeowner and it was moved.

Complaint about a home with tires out front and a fence in poor shape – will be visiting.

Parks and Grounds Committee:

Nothing at this time.

Website/IT Committee:

Brookfield heights had a domain hiccup - domain was transferred to another company. Sharon paid it so it is up and running. Both domains (.com and .org) still work.

Need to add updated Budget to website – so after tonight's approval will post July's 2024 Budget.

Added the phone number section for Improvements Request Document – will only allow phone numbers.

Kim inquired about helping on Facebook and has been reviewing the majority of requests, which is very much appreciated. Recommend pushing the Facebook Group again, maybe even include a banner on the website again. We want to get people on Facebook/redirect

them there instead of website for all of the current events and to engage with neighbors. Website is just informational and not updated daily/weekly like Facebook Group.

Old Business

Update on the tennis court improvement project - the LED lights on the tennis courts are now installed, but the lights aren't bright enough. Ed researched and determined that the conversion between the metal halide and LED will need more wattage. For a 1500-Watt metal halide, it should be 450 to 600 Watt LEDs. 150 Watt LEDs were installed. Waiting for a response from Huston Rep to see if we could put 450 watts in there, which should be adequate for lighting the courts. Might need to pay for the difference between the 150 and the 450, which would only be 4 lights – but will need a quote to determine price difference and how to proceed. The tennis court work is still scheduled to start towards the end of August. We also need to decide on the color lines for the pickleball court. Need to discuss procedure or rules that we're going to do on the tennis/pickleball courts. Established rules can help prevent issues and keep it fair. Randy Rottler presented potential idea for pickleball rotation that is used on other courts. Discussed potential of key code for residents to access courts.

Street improvements were in process, but the machine broke down. Due to the specialty of the equipment, it is difficult to get it fixed. Hope to finish Brookfield and Goldersgreen Wednesday or Thursday of next week. Heritage is complete.

Food truck banner is up, and waving – thanks Kim and Jo Ellen.

Tree growth around streetlights was brought up at the last meeting – wanted to know who is responsible for trimming. Ed contacted Tipmont and they said they would be more than happy to come out and cut it down, but they would like the neighbor to have first choice to cut back. The homeowner can also give them permission to come do it or if they do not and it is covering up the light, then the Board can give permission for them to come and trim it. Ed will discuss with the homeowners.

Airbnb was discussed – Ed spoke with one of the county commissioners (Tom Murtaugh). Should be covered by our HOA covenants but will verify with Andrew.

New Business

Discussed renewal of the attorney/yearly retainer. For \$850 a year (September 2024 through August 2025), includes: their book titled Indiana Community Association laws and Best Practices for Board Members, one meeting up to two hours in length of time free of charge during the 12 month period, free telephone discussions (up to 15 minutes daily), exclusive educational programs, and one of their attorneys can act as your association's

registered agent if you wish and reduce hourly rates for other legal services. Need to pay by check, provide a list of the board members and their e-mail address, and let them know the month of the annual meeting. Need to determine if the current attorney is still our main contact or if someone else will be taking us on. Matt made motion to renew retainer with Eads, Murray & Pugh and Sharon seconded. Motion passed.

Discussion of loan approval for the tennis court repair. Bank is requesting that we supply the board approval for the loan and name of the board members that are signers on the loan – Ed & Sharon. Interest rate is 6.5% monthly payments on a 5-year loan would be \$978.31 for \$50,000. Loan amount is up to \$50,000 but we do not expect to use that full amount. Will make draws on it, and a deposit that's being made by a friend of the neighborhood is covering the collateral. Will wait to see if interest rates go down before proceeding. Foresee no issues with making the monthly payments based on income over last 2 years.

Get the newsletter information to Cecil ASAP.

Discussion of landscape of common areas - Jeremy has continued to help out with tree growth and maintenance. Jeremy, Matt, and Derek trimmed up 26 again – but time consuming and wear and tear on their equipment. Ed helped another neighbor cut down some tree limbs that fell down in the rainstorms. No place to dump everything. Suggestion to hire someone at least twice a year to go in there to trim it up, clear it out, and haul it somewhere. See if we can get some quotes from people/companies.

Next Brookfield Heights Board Meeting: September 3, 2024 at 6:30 PM – Comfort Suites, Frontage Road

Motion to adjourn made by Matt and seconded by Jo Ellen. Motion carried.